



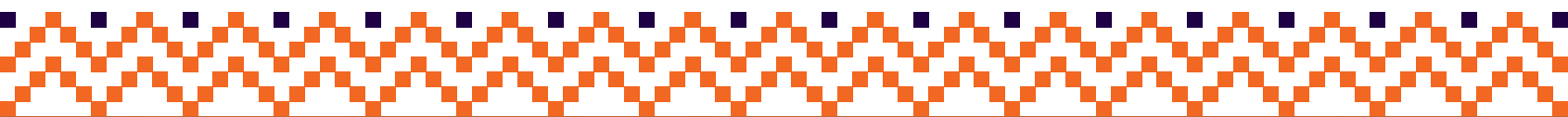
# UJ LIBRARY

## 2017 ANNUAL REPORT



UNIVERSITY  
OF  
JOHANNESBURG





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# 1 EXECUTIVE SUMMARY

## 1.1 OPERATING CONTEXT AND GOVERNANCE

The UJ Library is well positioned to fulfil its mandate to support teaching, learning and research at UJ, by providing sustainable access to information in electronic and print formats, excellent client service, and innovative learning spaces through its network of campus libraries, and through its central administrative and management services based on the Auckland Park Kingsway Campus (APK).

The UJ Library reports to the Deputy Vice-Chancellor: Research and Internationalisation. The Executive Director of the Library is a member of the University Executive Leadership Group as well as of Senate.

There are two levels of management in the Library:

- The Management Committee, consisting of the Executive Director, Directors and Managers.
- The Consultative Strategy Group, consisting of the Management Committee plus all team leaders and specialist staff working across campuses.

Library management held consultative meetings with the following stakeholders to promote open communication, partnerships and the smooth running of the library services during 2017:

- Student Representative Council (SRC)
- Information Communication Systems (ICS)
- The UJ Union representatives
- Safety and Security representatives
- The Cleaning Services managers
- Maintenance
- The UJ Postgraduate School
- Minolta

## 1.2 RISK MANAGEMENT

The UJ Library was faced with a number of internal and external risks that, if not well managed, could have had an impact on the ability of the Library to achieve its goals and the institutional mandate. During 2017, risks for the Library were related to:

- Maintenance of buildings;
- Occupational safety and security;
- Increased demands (online courses and medical school) as well as annual increases that had an impact on collection development;
- Library information systems.

Mitigating strategies and achievements are discussed in detail below.

### 1.2.1 MAINTENANCE OF BUILDINGS

A committee comprising the Executive Director: Operations, Central Technical Services (CTS), Maintenance and Library staff was created to resolve ongoing matters relating to maintenance and projects at the four campus libraries.

Projects completed include the installation of water fountains at the entrances to all libraries and the 24-hour study areas, and the completion of the second phase of the heating, ventilation and air-conditioning system (HVAC) at the Bunting Road Library.

#### a) Flooding

Severe flooding in the DFC and SWC libraries on 9 October and 27 November, respectively, due to heavy rains, caused damage to property. In both instances, part of the ceiling collapsed, damaging computers, books, furniture and carpets. The waterproofing on the roofs was temporarily fixed as a protective measure against the summer rains. However, a more permanent solution will have to be sought in 2018.

#### **b) Water leaks**

Since the collapse of the APK ceiling in 2014, a decision on corrective action has not yet been finalised. As such, the APK Library experienced continuous leaks in several areas of the library including Levels 1 and 2, and one of these leaks caused a ceiling panel to fall. During the year, there were several suggestions as to a permanent and best solution to these problems, which included the following:

- Replacing the APK HVAC.
- Replacing the ceiling and waterproofing.
- Adding an additional level, which will prevent the leaking and help create more seating space in the Library.

As of November 2017, there has been no final approval regarding the above, and the discussions will continue in 2018.

#### **c) Bathrooms**

The APK Library bathrooms received a much-needed revamp during the winter holiday. The overhaul of the bathrooms from Level 1 to 5 included brand-new flooring, toilets, basins and stalls to match the current look and feel of the reimagined Library.

### **1.2.2 OCCUPATIONAL SAFETY AND SECURITY**

This year, the Library developed a close relationship with Protection Services. This resulted in the Library completing a Standard Operating Procedure document for implementation in 2018.

Below are specific achievements relating to Occupational Safety and Security:

- A camera audit project was initiated across all libraries and will be completed in 2018.
- Seven security 3M gates were installed at critical emergency exits in the APK, DFC and SWC libraries. These are critical during emergency evacuation situations.
- Fire drills were held across campuses twice during the year, both during the evenings and on Saturdays, to test staff reaction. As a result, corrective measures were put in place to meet compliance requirements.
- Library Protection Services staff were trained to perform seamless evacuation of the Library in an emergency.
- The Library appointed student assistants to mitigate risks related to the Library evacuation as required by UJ Occupational Safety and Security.
- The Library took part in the health and safety benchmarking visits to improve on overall Library health and safety measures. Ideas gained from the visits will be explored in 2018. However, the overall impression is that the UJ Library maintains a high standard in health and safety.

### **1.2.3 FINANCIAL RISKS**

The annual increases in the information resources subscriptions and the need to meet compliance standards and regulations continue to pose a financial risk to the Library. Below are details of the specific risks and the achievements made despite the constraints:

- The database subscription cuts allowed the Library to manage with the allocated information resources budget in 2017. However, the annual increases of various information resources pose a financial risk for 2018. The Library was fortunate to get a 10% increase in the information budget for 2018. It must be noted that this increase will be used largely for the annual increase in subscriptions. Additional funding will have to be sourced for information resources for the new UJ Medical School. Of importance is the fact that no additional funding was allocated for the UJ online courses. The 2018 budget will have to be used to accommodate these additional resources.
- The Library failed the fire drills and therefore had to source extra funds to pay for additional student assistance, to meet the compliance requirement in the evenings and on Saturdays. As such, the Library appointed additional student assistants to mitigate risks related to the Library evacuation process, as required by the UJ Occupational Safety and Security requirements.



### 1.2.4 LIBRARY INFORMATION SYSTEMS

There are inherent risks within the Library Information Systems. The information services tools that we use, require, among other things, that users be authenticated to protect the Library from unsolicited conduct. On the other hand, these systems must be configured in such a way that library users are also protected. A backup of the library systems is of the utmost importance.

Below are specific information technology-related risks and the steps taken to reduce them:

- The Library has put plans in place to provide for a fully-fledged disaster recovery system for its Integrated Library Management System. It is envisaged that the DR server and backup facility will be fully operational in mid-2018. In the same vein, the Library has also implemented a backup system for the Sierra and Vital Production Systems.
- A Wildcard Security Certificate was implemented so that only one SSL Certificate (instead of individual ones per database) caters for all Library resources domains that require a secure (https) connection.
- The new patron identification process will increase circulation security. This secure identification process has been considered and will be implemented from January 2018.
- The Library acquired the Student Patron Record Interface. This system makes it possible to create and update the biographical data of students automatically from the ITS system to the Library-integrated system, Sierra.
- The staff access audit of the Library-integrated system (Sierra) was completed.

## 1.3 STRATEGIC FOCUS AND TARGETS

The University set six strategic objectives to drive Global Excellence and Stature (GES). These are: excellence in research and innovation; excellence in teaching and learning; international profile for global excellence and stature; enriching student-friendly learning and living experiences; national and global reputation management; and fitness for global excellence.

In support of the above strategic thrusts, the Library developed a strategy that is based on the following focus areas:

- Supporting teaching and learning for undergraduate students – the focus being on blended learning (incorporating new learning ways driven by technology).
- Providing digital support for teaching and learning, and research.
- Providing research support for postgraduate students and researchers.
- Growing the Library's electronic resources.
- Contributing towards development of a well-rounded student by hosting seminars and workshops.

The main highlight for 2017 was the progress made in blended learning and digital support for teaching and learning, and research. Below are the specific details of the achievements.

### 1.3.1 TEACHING AND LEARNING SUPPORT

#### a) First-year seminar (FYS)

In 2017, 30 Library orientation sessions were conducted during the FYS period at various venues across all four campuses. The Library orientation programme comprised a presentation entitled "Introduction to the UJ Library Services" and a Library tour.

#### b) Undergraduate training

The information literacy training sessions commenced on 6 February 2017 and continued up to 26 October 2017. The programme was divided into the following themes: library organisation and access to the library; information sources; plagiarism; copyright and referencing skills; applying research; and search strategies.

Each theme encompassed a set of tutorials, step-by-step guides and multimedia resources. The training sessions were posted on the Library website and on Blackboard's Teaching and Learning Community. Students were able to book training sessions electronically via the student portal.

In total, 21 666 first-year students were trained, and 764 training sessions were conducted across the four campuses.



### 1.3.2 DIGITAL SUPPORT FOR TEACHING AND LEARNING AND RESEARCH

In response to the University's plan to offer online courses and to meet the requirements of the Fourth Industrial Revolution, the Library worked on various projects to the benefit of students. Below are details of achievements in this regard.

#### a) Pilot study: Library Online Information Literacy module

A pilot study was conducted in February 2017 to evaluate the information literacy skills of UJ first-year students and whether the level of the Library online information literacy module was appropriate or not for first-year students. The pre-test evaluation showed that the information literacy competencies of the participants were not up to standard for higher education learning. The post-test evaluation showed that the online information literacy module was effective and helped in improving participants' information literacy skills. The average score improved from 45% pre-test to 65% post-test. The findings of the study helped to identify the areas that the Library needs to focus on.

#### b) The Library Online Information Literacy module uptake

The Library Online Information Literacy module has drawn the attention of various academic faculties. Consequently these faculties have made the module a requirement for their students. More than 9 000 first-year students completed the module's Blackboard assessments in 2017. On the other hand, the Library's first-year Information Literacy Library Guide had 95 882 views.

#### c) Digital instructional tutorials

The Library created a set of digital instructional tutorials. The tutorials are displayed on the libraries' big screens to guide students on how to use information resources.

#### d) Assignment support

The Library continued to provide assignment support to students through many platforms. However, the appointment of Library tutors and the use of Library LibGuides proved to be the most effective ones to support undergraduate students.

##### • LibGuides

This is a platform for the Faculty and Information Librarians to provide subject-specific guidance to students, or to create guides on specific topics, e.g. information literacy, research support and plagiarism. Access to the LibGuides increases exponentially every year. In 2017, access to LibGuides increased by 123% with 379 285 visits as opposed to 169 960 in 2016.

##### • Library tutors

The Library appointed 14 tutors who started on 1 March 2017. Four of these were appointed to support the PWD students. Their role was to provide assignment support to undergraduate students. This worked well as the tutors are better placed to understand how students learn.

### 1.3.3 TECHNOLOGY SUPPORT FOR TEACHING AND LEARNING

The Library continued to maintain and update library technologies to bring a quality service experience to library users. To that effect, several Library processes were automated to provide a seamless experience to the user. The following value-added enhancements were completed in 2017:

- Course reserves (print and electronic) – Interface between Blackboard and Sierra. The Library and CAT investigated and launched the project to populate library resources within Blackboard automatically, to create a one-stop shop to access Library resources. Only courses for 2017 first-year students and those for the UJ online students formed part of the project. Students could view the availability of print material on the reserve shelf and could also access the Library's electronic course reserves via Blackboard.
- WAM – authenticated online forms: The Library developed online authentication forms to ensure that a Library user can be contacted when necessary. These are some of the online forms:
  - Complete and submit an Interlibrary Loan (ILL) request
  - Complete and submit an Intercampus Loan request
  - Give compliments or suggestions
  - Report a missing item
- The College of Business and Economics: The codes on the Sierra system were aligned and updated to reflect the departments of the College of Business and Economics according to the official codes used on ITS.
- Time management system (TMS) for student PCs – Phase III: The Library continued to find ways to improve user experience on the Library PCs. Therefore, during Phase III, the TMS at the Learning and Research Commons' operated from a single server. Each domain has its own configurations, e.g. time allocated for use of the Learning Commons PCs is 45 minutes and for use in the Research Commons 120 minutes.



- Audio-video conference facility: A full audio-video conference facility has been installed in the APK Allan Paton Auditorium to save the cost of travelling to meetings and to be able to connect to distant stakeholders, such as our remote library counterparts.

Systems and servers: All existing systems have been upgraded on both the back and the front end pertaining to software versions, Operating System patches and security advisories.

### **1.3.4 THE MAKERSPACE FACILITY AT THE UJ LIBRARY**

The UJ Library, in partnership with FEBE, opened the Makerspace facility at the Doornfontein Campus Library in November 2017. The UJ Makerspace is the first step to bringing students closer to the University's drive and vision towards the Fourth Industrial Revolution. It is an international concept that allows students the space to think three-dimensionally and to share thoughts, ideas, questions and projects around specific topics of interest. The space allows students to work across different disciplines, ranging from science, technology, engineering and health sciences to hobbies and crafts and many more.

### **1.3.5 RESEARCH SUPPORT**

#### **a) Library Research Commons spaces**

The UJ Library Research Commons spaces support the research endeavours of the University throughout all stages of the research life cycle. These spaces provide easy access to the physical, as well as the online research resources to academic and research staff, postdoctoral fellows, and students at master's and doctoral level. All four campus libraries have these inspiring spaces that are equipped with:

- Wireless access;
- High-speed computers loaded with specialist research software;
- Discussion rooms;
- Soft furniture for comfortable sitting;
- Photocopying and printing machines.

The Research Commons features a mix of skills and services offered by librarians in order to assist and train postgraduates in using the Library resources and research tools.

#### **b) Postgraduate research orientation and training**

The training and orientation sessions offered through the scheduled programme provided hands-on experience, creating a sense of empowerment. Special postgraduate training focused on the new web-based version reference management tool known as RefWorks. A total of 3 109 postgraduate students were trained in 2017.

#### **c) Postgraduate workshops and seminar series**

To extend the research support available from the Library, the Research Commons, together with other UJ stakeholders, hosted a series of seminars and workshops targeted at postgraduates, researchers and specialists in various fields. The research seminars and workshops took place across all campuses throughout the year. In total, 60 workshops and seminars were conducted in 2017.

#### **d) Institutional Repository's (IR) Google Scholar inclusion**

In September 2017, the UJ IR was harvested and indexed by Google Scholar. This achievement will impact positively on our IR ranking in the webometrics rankings of repositories. Going forward, researchers will benefit tremendously from this development.

### **1.3.6 UJ LIBRARY ARCHIVES AND SPECIAL COLLECTIONS**

The Archives and Special Collections continued to provide research support services to researchers, while also focusing on preserving research material by digitising collections for future accessibility. A record number of four new special collections were added during 2017.

- The Allister Sparks collection
- The Art collection on Power, Gender & Community Art
- The Westbury Florrie Daniels collection
- Jörg Jung's digital construction and architectural photographs

UJ Library's Special Collections continued with the project of digitising archival material in support of the Fourth Industrial Revolution. The digital archives had over 52 000 hits during 2017, a sign that the service is valuable to researchers.

### 1.3.7 BUILDING THE DIGITAL LIBRARY COLLECTION

The development of a strong collection of digital information sources remained a priority for the UJ Library as part of the UJ 2025 vision. In 2017, 34% of the total collection was available in electronic format, while the total print collection comprised 66%.

### 1.3.8 LIBRARY ONLINE EXPO

The Online Expo is an annual event organised by the Library to encourage the purchasing of relevant information sources for the UJ Library at cheaper prices negotiated with the suppliers. In total, R13,4 million was spent during this Expo. The Online Expo generated an income of R60 000 for the Library.

### 1.3.9 STATISTICAL SNAPSHOT

The compilation and the analysis of library statistics are done to:

- describe and monitor the collections and use of services in the Library;
- determine trends and development areas through analysis of the statistics;
- demonstrate the impact of the Library services on the University.

#### a) Collection development

The focus was on growing the electronic collection in support of the University's strategic thrust to increase teaching and learning with technology.

The Library was fortunate that with the information budget provided, it could maintain all current subscriptions and increase the holdings with 21 363 titles. This is a 2% increase when compared to 2016. The growth of the collections is reflected in Table 1.

**Table 1: Growth trends of the print and electronic collections**

Item	2016	2017	Trend	
Print book volumes	587 746	595 991	1%	↑
Print journals	504	522	4%	↑
Individual e-Journals	1103	1133	3%	↑
e-Journal titles in databases	106 508	105 235	-1%	↓
Individual e-Book titles	33 394	37 732	13%	↑
e-Book titles on subscription	157 292	167 315	6%	↑
Databases	230	217	- 6 %	↓

The decline in the database collection and in the e-Journal titles within databases is due to the cancellation of some databases in 2016.

#### Use of the Library spaces and services

The UJ Library tracked both the physical and virtual use of its services. The statistics indicate that the Library is still a preferred space for users and that our resources continue to be utilised (both print and electronic). Reference queries and the number of students trained are down. This indicates that the library's digital resources and platforms are becoming the preferred method of information access for most of our users. For instance, in 2017 access to LibGuides increased by 123% with 379 285 visits as opposed to the 169 960 visits in 2016.

**Table 2: Use of the Library**

Item	2016	2017	Trend	
Gate count (physical Library visits)	3 711 617	3 713 922	0.06	↑
Virtual Library visits (Web access and LibGuides)	1 306 410	1 320 352	1	↑
Print books used	428 764	431 945	1%	↑
Interlibrary loans	11 472	10 891	- 5	↓
Intercampus loans	1 440	1 676	16	↑
Database searches	4 387 672	4 612 511	5	↑
Reference consultations	45 643	39 552	-13	↓
Library training attendees	29 391	24 026	-18	↓

## 1.4 EMPLOYEE PROFILE

The UJ Library has 146 permanent positions and one contract position. On 31 December 2017, 141 of these positions were filled, six vacancies remained. In March 2017, Dr Bawa resigned as Executive Director of the Library and for the rest of the year the Library was headed by the Acting Executive Director, Ms Moipone Qhomane-Goliath.

A total of 11 appointments were made in 2017 and of these, 10 were from the designated groups. The majority (54%) of permanent staff (all campus libraries) is between the Peromnes Levels 11 and 8 with 58% of the staff component being female. The equity profile is as follows: 69% black, 5% Coloured, 3% Indian and 24% white.

**Table 3: Equity profile – Gender**

Gender	2014		2015		2016		2017		Trend
	Number	%	Number	%	Number	%	Number	%	
Female	86	64%	85	61%	82	58%	82	58%	↑
Male	49	36%	55	39%	59	42%	59	42%	↑
Total	135	100%	140	100%	141	100%	141	100%	↑

**Table 4: Equity profile - Race**

Equity Profile – Race									
Category	2014	%	2015	%	2016	%	2017	%	Trend
African	91	67%	95	68%	96	68%	97%	69%	↑
Coloured	6	4%	7	5%	7	5%	7%	5%	=
Indian	4	3%	4	3%	4	3%	3%	2%	↑
White	34	25%	34	24%	34	24%	34%	24%	=

## 1.5 COMMUNITY SERVICE, STAKEHOLDER MANAGEMENT AND REPUTATION MANAGEMENT

The UJ Library provided a stimulating environment for debate and engagement with topical issues to both students and staff. All Library events and seminars were presented in partnership with the faculties or support departments within UJ. All the campus libraries provided numerous activities, which ranged from book discussions to movie nights.

The 2017 programme consisted of:

- 34 book discussions
- 64 public lectures
- 13 movie screenings
- Hosting the UJ Women's Day celebrations
- a UJ Men's event in October, in support of the national Movember initiative

### 1.5.1 UJ TALKS AT THE GCINA MHLOPHE AMPHITHEATRE

The UJ Library launched its first UJ TALKS series on Friday 24 March with Prof Ylva Rodny-Gumede. Her talk was entitled 'Fake News'. The UJ TALKS lecture series continues to be one of the most exciting platforms for inspiring, topical talks. The Library hosted nine UJ TALKS in 2017.





## 1.6 RESOURCE MANAGEMENT AND SUSTAINABILITY

The budget allocated to the Library was fully spent during the year.

## 1.7 LEADERSHIP

The UJ Library is one of the leading academic libraries in the country in many areas. Many visitors continued to visit in order to benchmark against the Library in various areas. The Library staff also displayed special leadership and talent in various aspects. Details are listed below:

- The UJ Library is the first higher education library to implement a wildcard (\*) SSL Certificate. This is a new technology within the WAM configuration.
- The UJ Library is one of the few university libraries countrywide that can boast plans to provide a fully-fledged disaster recovery system for their integrated Library Management System.
- Mr Molefi Nyofane, Faculty Librarian for the UJ College of Business and Economics, was chosen to join the Mandela Washington Fellowship for Young African Leaders.
- The UJ Library's UJ TALKS series (based on the Ted Talks model) is unique among South African libraries across the country.
- The Library Online Information Literacy module is one of the best in South African higher education libraries, and it is among the few that are accredited.
- The University of Johannesburg was requested to do a presentation on the development of its e-book collection in Mauritius, as many suppliers noted that UJ purchases more e-books than any other library in South Africa. The UJ Library was represented by Janina van der Westhuizen.
- Claudia Reynolds is nationally recognised as one of the Resource Description and Access (RDA) specialists in South Africa. RDA is the new guide used by cataloguers. It standardises the bibliographic records of information resources, which ensures that users are provided with bibliographic data of a high quality.
- The establishment of the Makerspace facility at the Doornfontein Campus puts the UJ Library among the leading libraries in the country and in the world.
- Ms Nomoya Mahlangu's book, entitled No chains around my feet: Running as a metaphor for life, was published by Author-house (UK) in November 2017.

## 1.8 CONCLUSION AND WAY FORWARD

2017 is the year in which the UJ Library made great strides towards support of online teaching and learning, and sharpened its information technology support in line with digital library trends. The Online Literacy Module, the continuous increase in electronic collections and the integration of technology to support library services are some of its achievements.

To support the University's Global Excellence and Stature programme further, UJ Library will focus on the following strategic areas in 2018:

- Support University research projects through an enabling library environment and activities.
- Develop the institutional repository to host media and research data.
- Promote the use of the Library spaces and services to ensure return on investment.
- Support blended online modules.
- Establish multi- and cross-disciplinary conversation series.
- Continue to implement relevant technology to enhance library services.
- Promote collaborations and partnerships to share experiences.
- Promote the Library through digital marketing.
- Implement staff development programmes in line with the principles of the Fourth Industrial Revolution.
- Prepare for the implementation of the UJ Medical School on DFC.



## 2. OPERATING CONTEXT, GOVERNANCE AND RISK MANAGEMENT

The UJ Library is well positioned to fulfil its mandate to support teaching, learning and research at UJ by providing sustainable access to information in electronic and print formats, excellent client services and innovative learning spaces, through its network of campus libraries and through its central administrative and management services based on the Auckland Park Kingsway Campus.

### 2.1 Operating Context

The mandate of the UJ Library is to support Teaching, Learning and Research. To fulfil this mandate, the Library offers the following services:

- Access to academically sound information in print and electronic formats, to support teaching, learning and research.
- Support in retrieving information relevant to academic work and research offered by a team of Faculty Librarians and Information Librarians.
- Training in making optimal use of the library facilities and services.
- Spaces to meet a variety of needs: Learning Commons, Research Commons, project discussion areas, reading corners, 24-hour study spaces, meeting rooms and tutor rooms.
- Extensive Wi-Fi coverage in all campus libraries.
- An institutional repository for disseminating the research output of the University.
- Developing Library collections that support the needs of students, academic staff and researchers in collaboration with academic departments.
- Workshops, seminars and public talks offering opportunities for students and staff to extend their involvement in academic discussions and debates.

The work of the Library is divided into two main sections:

- a) Decentralised client-facing services. The services are offered in five libraries on the four UJ campuses. These include circulation of Library material, information services and information skills training, interlibrary loans, intercampus loans and access to the special collections.
- b) Centralised technical and support functions. These functions are situated on the Auckland Park Kingsway Campus. The central and support functions include the acquisition of library material, information technology and library systems support, human resources management, financial management, web page management, marketing and events management, and the bindery.

### 2.2 Governance

The UJ Library reports to the Deputy Vice-Chancellor: Research and Internationalisation. The Executive Director of the Library is a member of the University's Executive Leadership Group as well as of Senate. There are two levels of management in the Library:

- a) The Management Committee. The committee consists of the Executive Director, two Directors, Manager Operations and Quality Assurance, Manager Technical Services, Manager Library Systems and IT, Coordinator Special Projects, Coordinator Events and the Campus Librarians. The Committee met twice a month or more often depending on the matters of urgency at a given time.
- b) The Consultative Strategy Group. The group consists of the Management Committee plus all Team Leaders and specialist staff working across campuses (Web Services, Information Skilling, Copyright, Institutional Repository, Electronic Resources and Special Collections). The group met once a quarter.



## 2.2.1 Library management structure

### a) Directorate

Dr Rookaya Bawa, Executive Director (resigned at the end of May 2017). Ms Moipone Qhomane-Goliath, took over as Acting Executive Director on 01 June 2017

Ms Nomoya Mahlangu, Director Campus Libraries

Miss Alrina de Bruyn, Director Campus Libraries (from 01 March 2017)

### b) Coordinators

Dr Pieter Hattingh, Specialist ILMS

### c) Campus Librarians

Ms Santha Geduld, Auckland Park Kingsway Campus Library

Mr Kenneth Chinyama, Doornfontein Campus Library

Ms Moipone Qhomane-Goliath, Soweto Campus Library (only from January to May 2017)

Mr Lucas Dlamini, Soweto Campus Library (Acting from 01 June)

Ms Annelize Scholtz, Auckland Park Bunting Road Campus Library

### d) Managers

Mr Michael Mokoena, Bindery

Ms Janina van der Westhuizen, Technical Services

Ms Hettie Wentzel, Operations and Quality Assurance

Ms Riëtte Zaaiman, Special Collections

Ms Happy Mphahlele, Client Services

## 2.2.2 ADVISORY COMMITTEES

### a) Library Advisory Committee

The purpose of the Committee is to provide high level advice and counsel to the Library on all matters relating to strategic planning, policy development, collections and services offered to library clients. It also serves as a communication and consultation forum between the Library and the University. The committee meets once per semester.

#### Committee members

##### Chairperson

Ms Moipone Qhomane-Goliath, Executive Director, UJ Library (Acting)

##### Faculty representatives

- Dr Catherine Botha, Faculty of Humanities
- Dr Stephen Ekol, Faculty of Engineering and the Built Environment
  - Prof Shahed Nalla, Faculty of Health Sciences
  - Prof Jan Neels, Faculty of Law
- Mr Neil Oberholzer, Faculty of Economic and Financial Sciences
  - Ms D Rabaitse, Faculty of Education
  - Prof Gert Roodt, Faculty of Management
  - Prof Jean Sonnekus, Faculty of Law
- Prof Karen von Veh, Faculty of Art, Design and Architecture
  - Prof Ina Wagenaar, Faculty of Science

##### Members from other UJ support services

- Prof T de Wet, Director Centre for Academic Technologies
  - Dr E Pretorius
- Mr M Wesi, Executive Director, ICS (acting)

##### Library representatives

The UJ Library was represented by the Management Committee as well as the Faculty Librarians.

### b) Special Collections advisory committee

The purpose of the Committee is to provide advice and counsel to the Library's Archives and Special Collections division on all matters relating to aligning the policies and collections of the division to a specific vision. The Committee did not sit in 2017 as most members could not attend the set planned meeting due to unforeseen circumstances. The Committee did not form a quorum.

### **Committee members**

#### **Chairperson**

Ms Moipone Qhomane-Goliath, Executive Director, UJ Library (acting).

#### **Community representatives**

- Dr Jan van der Merwe, General Manager: Strategic Support (Corporate Services) (acting)
- Dr Tony Rodrigues, Senior Lecturer in Archives and Records Management at UNISA
  - Dr Khumisho Moguerane, Senior Lecturer: Department of Historical Studies, UJ
  - Mr Peter Knottenbelt, Senior Lecturer: Mining Department, UJ
  - Dr Sydney Mufamadi, Director of the School of Leadership, UJ
- Prof Edwin Bbenkele, Associate Professor: Department of Business Management, UJ

#### **Library representatives**

- Ms Nomoya Mahlangu, Director Campus Libraries: APB and DFC
- Ms Alrina de Bruyn, Director Campus Libraries: APK and SWC
- Ms Riëtte Zaaiman, Manager Archives and Special Collections
  - Mr Kenneth Chinyama, Campus Librarian DFC

## **2.3 Risk Management**

The UJ Library was faced with various internal and external risks that, if not well managed, could have had an impact on the ability of the library to achieve its goals and the institutional mandate to support teaching and learning, as well as other support functions. During 2017, risks for the Library were related to:

- maintenance of buildings;
- occupational safety and security;
- increased demands (online courses and medical school) as well as annual increases that had an impact on collection development;
- Library information systems.

Mitigating strategies and achievements area discussed in detail below.

### **2.3.1 Maintenance of buildings**

A committee comprising the Executive Director: Operations, CTS, Maintenance and Library staff was created to resolve ongoing matters relating to maintenance and projects at the five campus libraries. Projects completed include the installation of water fountains at the entrances to all libraries and the 24-hour study areas, and the completion of the second phase HVAC at the Bunting Road Library.

#### **a) Flooding**

Severe flooding in the DFC and SWC libraries on 09 October and 27 November respectively due to heavy rains caused damage to property. In both instances part of the ceiling collapsed, damaging computers, books, furniture and carpets. The waterproofing on the roofs was temporarily fixed as a protective measure against the summer rains. However, a more permanent solution will be sought in 2018.



**Flooding in the Soweto Campus Library**



Flooding in the Soweto Campus Library



#### **b) Water leaks**

Since the collapse of the APK ceiling in 2014, a decision on corrective action has not yet been finalised. The APK Library experienced recurring leaks in several areas of the library including Levels 1 and 2, and one of these leaks caused a ceiling panel to fall. During the year, there were several suggestions as to a permanent and best solution to these problems, which included the following:

- Replacing the APK HVAC.
- Replacing the ceiling and waterproofing.
- Adding an additional level, which will prevent the leaking and help create more seating space in the Library.

As of November 2017, there has been no final approval regarding the above, and the discussions will continue in 2018.

#### **c) Bathrooms**

- The APK Library bathrooms received a much-needed revamp during the winter holiday. The overhaul of the bathrooms from Level 1 to 5 included brand-new flooring, toilets, basins and stalls to match the current look and feel of the reimagined Library.



Renovations of bathrooms in progress at APK



Renovated bathrooms

### **2.3.2 OCCUPATIONAL SAFETY AND SECURITY**

The Library worked closely with Protection Services to create a Standard Operating Procedure document for implementation in 2018.

Below are specific achievements relating to Occupational Safety and Security:

- A Camera audit project was initiated across all Libraries and will be completed in 2018.
- Seven Security 3M Gates were installed at emergency exits at APK, DFC and SWC campus Libraries. These are critical during emergency evacuation situations.
- Fire drills were held across campuses twice per the year, during the evenings and Saturdays to test staff reaction. As a result, corrective measures were put in place to meet compliance requirements.
- Library Protection Services staff were trained to perform seamless evacuation of the Library in an emergency.
- The Library appointed student assistants to mitigate risks related to the Library evacuation as per the UJ Occupational Safety and Security requirements.
- The Library took part in the health and safety benchmarking visits to improve on overall Library health and safety measures. Ideas gained from the visits will be explored in 2018. However, the overall impression is that the UJ Library maintains a high standard in health and safety.

### 2.3.3 FINANCIAL RISKS

The annual increases in the information resources subscriptions and the need to meet compliance standards and regulations continue to pose a financial risk to the Library. Below are details of the specific risks and the achievements made despite the constraints:

- The database subscription cuts allowed the Library to manage with the allocated information resources budget in 2017. However, the annual increases in various information resources pose a financial risk for 2018. The Library was fortunate to get a 10% increase in the information budget for 2018. It must be noted that this increase will largely be used for the annual increase of subscriptions. Additional funding will have to be sourced for information resources for the new medical school. Of importance is the fact that no additional funding was allocated for the UJ online courses. The current budget will have to be used to accommodate these additional resources.
- The Library failed the fire drills and was therefore required to source extra funds to pay for additional student assistants to meet the compliance requirement in the evenings and on Saturdays. As such the Library appointed additional student assistants to mitigate risks related to the Library evacuation process as per the UJ Occupational Safety and Security requirements.

### 2.3.4 LIBRARY INFORMATION SYSTEMS

There are inherent risks within the Library Information Systems. The information services tools that we use require among other things that users be authenticated to protect the Library from unsolicited conduct. On the other hand, these systems must be configured in such a way that Library users are also protected. Library systems backup is also of the utmost importance.

Below are specific information technology-related risks and the actions taken to alleviate them:

- The Library has put plans in place to provide a fully-fledged disaster recovery system for its Integrated Library Management System. It is envisaged that the DR server and backup facility will be fully operational in mid-2018. In the same vein, the Library also implemented a backup system for Sierra and Vital Production Systems. This backup solution provides UJ with the assurance that we will be able to protect and recover our critical systems with minimal downtime and less impact on our users.
- A Wildcard Security Certificate was implemented so that only one SSL Certificate (instead of individual ones per databases) caters for all library e-resource domains that require a secure (https) connection.
- A new patron identification process will increase circulation security. Identifying a patron only via his or her UJ card photo is not the ideal and secure way of authenticating a patron. The best way is to imbed the patron's image on the Sierra patron record. This secure identification process has been considered and will be implemented from January 2018.
- The Library acquired the Student Patron Record Interface. This system makes it possible to create and update the biographical data of students automatically from the ITS system to the Library-integrated system, Sierra. The advantage of the interface is that the records that the Library circulation team receives will contain the most recent data of UJ students.
- The staff access audit of the Library-integrated system (Sierra) was completed. The audit was meant to standardise the permissions of Library staff who have the same functions on the system and to ensure that staff who have access to the system are currently employed by the University of Johannesburg.

## 3. STRATEGIC FOCUS AND TARGETS

### 3.1 Introduction

The University set six strategic objectives to drive Global Excellence and Stature (GES). These were: Excellence in Research and Innovation; Excellence in Teaching and Learning; International Profile for Global Excellence and Stature; Enriching Student-friendly Learning and Living Experiences; National and Global Reputation Management; and Fitness for Global Excellence.

In support of the above strategic thrusts, the Library developed a strategy that was based on the following focus areas:

- Supporting teaching and learning for undergraduate students. The focus being on blended learning (incorporating new learning ways driven by technology).
- Digital support for teaching and learning and research.
- Providing research support for postgraduate students and researchers.
- Becoming the biggest e-library in Africa.
- Developing well-rounded students by hosting seminars and workshops.

The highlight for 2017 was the progress made in blended learning and digital support for teaching and learning and research. Below are the specific details of the achievements made.

### 3.2 TEACHING AND LEARNING SUPPORT

#### 3.2.1 FIRST-YEAR SEMINAR (FYS)

In 2017 30 library orientation sessions were conducted during the FYS period at various venues across all four campuses. The approximate attendance of the FYS was 80%. The 2017 first-year seminar was planned for four days (31 January - 3 February). Faculty programmes ranged from two to four days. Library orientation comprised introduction to the UJ Library services, which included a presentation and a Library tour.



In the picture: Students being trained on plagiarism



### 3.2.2 UNDERGRADUATE TRAINING

The information literacy training sessions took place from 6 February 2017 to 26 October 2017. The information literacy training sessions took place from 6 February 2017 to 26 October 2017. The programme is divided into different themes. These themes constitute the core of information literacy: library organisation and access to the library, information sources, plagiarism, copyright and referencing skills, applying research and search strategies.

Each information literacy theme encompassed a set of tutorials, step-by-step guides and multimedia resources. The training sessions were posted on the Library website and on Blackboard's Teaching and Learning Community. Students were able to book training sessions electronically via the student portal. In total, 21 666 first-year students were trained, and 764 training sessions were conducted across the four campuses.

## 3.3 Digital support for teaching and learning and research

In response to the University's plan to offer online courses and to meet the requirements of the Fourth industrial revolution, the Library worked on specific projects to the benefit of the students. Below are details of achievements made in this regard:

### 3.3.1 PILOT STUDY ON THE LIBRARY'S ONLINE INFORMATION LITERACY MODULE



A pilot study was conducted in February 2017 to evaluate UJ first-year students' information literacy skills and whether the level of the Library Online Information Literacy module is appropriate for first-year students. Twelve volunteer first-year students participated in the pilot study. The pre-test evaluation showed that the participants' information literacy competencies were not up to standard for higher education learning. The post-test evaluation showed that the Online Information Literacy module was effective and helped to improve participants' information literacy skills. The average score improved from 45% pre-test to 65% post-test. The findings of the study helped to identify the areas that the Library needs to focus on.

The Online Information Literacy module has drawn the attention of various academic faculties and as such they made it a requirement for their students to enrol for this online module. More than 9 000 first-year students completed the Blackboard assessments in 2017. Since 1 February 2017 up to 24 November 2017 the first-year Information Literacy Library Guide has had 95 882 views.

### 3.3.2 DIGITAL INSTRUCTIONAL TUTORIALS

The Library created a set of digital instructional tutorials. These tutorials covered the basics of what Library users need to know about the Library. These tutorials are displayed on the Library's big screens to guide students on how to use information resources.

### 3.3.3 ASSIGNMENT SUPPORT

The library continues to provide assignment support to students through many platforms. However, the appointment of Library tutors and the Library LibGuides proved to be the most effective platforms to support undergraduate students.

#### a) Library Tutors

- The Library appointed 14 tutors who started on 1 March 2017. Four of these were appointed to support the PWD students. Their role was to provide assignment support to undergraduate students. This worked well as the tutors are better placed to understand how students learn.

In the picture: 2017 Library tutors with Elize du Toit, the Info-skilling Librarian

#### b) LibGuides

- This is a platform for the Faculty and Information Librarians to provide subject-specific guidance to students, or to create guides on specific topics, e.g. information literacy, research support and plagiarism. Access to the LibGuides increases exponentially every year. In 2017 usage of the LibGuides increased by 123% with 379 285 views as opposed to 169 960 in 2016.

## 3.4 Technology support for Teaching and Learning

The Library continued to maintain and update Library technologies to bring a quality service experience to Library users. As such, various Library processes were automated to provide a seamless experience to the user. The following value-added enhancements were done in 2017:

- **Course reserves (print and electronic) – Interface between Blackboard and Sierra.** The Library and CAT investigated and launched a project to populate library resources automatically within Blackboard, so as to create a one-stop shop to access Library resources. Only courses for 2017 first-year students and those for the UJ online students formed part of the project. Students are now able to view the availability of print material on the reserve shelf and to access the Library's electronic course reserves via Blackboard.
- **WAM – Authenticated online forms:** The Library developed online authentication forms to ensure that a Library user can be contacted when necessary. These are some of the online forms:
  - Complete and submit an Interlibrary Loan (ILL) request, whether it is a book or chapter of a book, a journal or a thesis or dissertation.
  - Complete and submit an Intercampus Loan request.
  - Give compliments or suggestions.
  - Report a missing item.
- **The College for Business and Economics:** The codes on the Sierra System have been aligned and updated to reflect the departments of the College for Business and Economics according to the official codes used on ITS
- **Time Management System for Student PCs - Phase III:** The Library continued to find ways to improve user experiences on the Library PCs. Therefore, during Phase III, the TMS at the Learning and Research Commons were combined to run from a single server, each domain with its own configurations, e.g. time allocated for use of the Learning Commons PCs is 45 minutes, and for the Research Commons it is 120 minutes.

- **Audio-video conference facility:** A full audio-video conference facility has been installed in the APK Allan Paton auditorium to address the need to save on travelling costs to meetings, and to be able to connect to distant stakeholders, such as our overseas library counterparts. Training sessions were conducted to train Library staff in the use of the equipment.
- **Systems and servers:** All existing systems have been upgraded on both the back- and front-end pertaining to software versions, Operating System patches and security advisories.

### 3.5 THE MAKERSPACE FACILITY AT THE UJ LIBRARY

The UJ Library in partnership with FEBE opened the Makerspace facility at the Doornfontein Campus Library in November 2017. The UJ Makerspace is the first step in bringing students closer to the University's drive and vision towards the Fourth Industrial Revolution. It is an international concept that allows students space to think three-dimensionally and to share thoughts, ideas, questions and projects around specific topics of interest. The space allows students to work across different disciplines ranging from science, technology, engineering, health sciences, hobbies to crafts and many more.



Demonstrations in the Makerspace



From the left: Prof Andre Swart (Executive Dean: UJ Faculty of Health Sciences), Ms Jansie Niehaus (Executive Director: National Science Technology Forum – NSTF), Dr Albert Lysko (IEEE South African Section Chair), Moipone Qhomane-Goliath (Acting Executive Director: Library), Prof Saurabh Sinha (Executive Dean: Faculty of Engineering and the Built Environment) and Mr Mohamed Sameer Hoosain (Faculty of Engineering and the Built Environment)



## 3.6 RESEARCH SUPPORT

### 3.6.1 UJ LIBRARY RESEARCH COMMONS

The UJ Library Research Commons spaces support the research endeavours of the University throughout all stages of the research life cycle. These spaces provide easy access to the physical, as well as the online research resources to academic and research staff, postdoctoral fellows, and students at master's and doctoral level. All four campus libraries have these inspiring spaces that are equipped with:

- wireless access;
- high speed computers loaded with specialist research software;
- discussion rooms;
- soft furniture for relaxed sitting;
- photocopying and printing machines.

The Research Commons feature a mix of skills and services offered by librarians in order to assist and train postgraduates in using the Library resources and the research tools.



APK Library Research Commons



SWC Library Research Commons

### 3.6.2 POSTGRADUATE RESEARCH ORIENTATION AND TRAINING

The training and orientation sessions offered through the scheduled programme provide real-time experience by allowing the trainees to get hands-on experience on the Library products, creating a sense of empowerment. The special postgraduate training focus was on the newly acquired web-based reference management tool known as RefWorks. A total of 3 109 students were trained in 2017.

### 3.6.3 POSTGRADUATE WORKSHOP AND SEMINAR SERIES

To extend the research support available from the Library, the Research Commons, together with other UJ stakeholders hosted a series of seminars and workshops targeted at postgraduates, researchers and specialists in various fields. The research seminars and workshops took place throughout the year across all campuses. A total of 60 workshops and seminars were conducted in 2017.



Professor Bhekisipho Twala during the Big Data seminar held in the Library's Chinua Achebe Auditorium

### 3.6.4 INSTITUTIONAL REPOSITORY'S (IR) GOOGLE SCHOLAR INCLUSION

In September 2017, the UJ IR was harvested and indexed by Google Scholar. This achievement will impact positively on our IR ranking in the webometrics rankings of repositories. Going forward, researchers will benefit tremendously from this development.

### 3.6.5 UJ LIBRARY SPECIAL COLLECTIONS

The Archives and Special Collections continued to provide research support services to researchers, while also focusing on preserving research material by digitising collections for future accessibility. A record number of four new special collections were added during 2017:

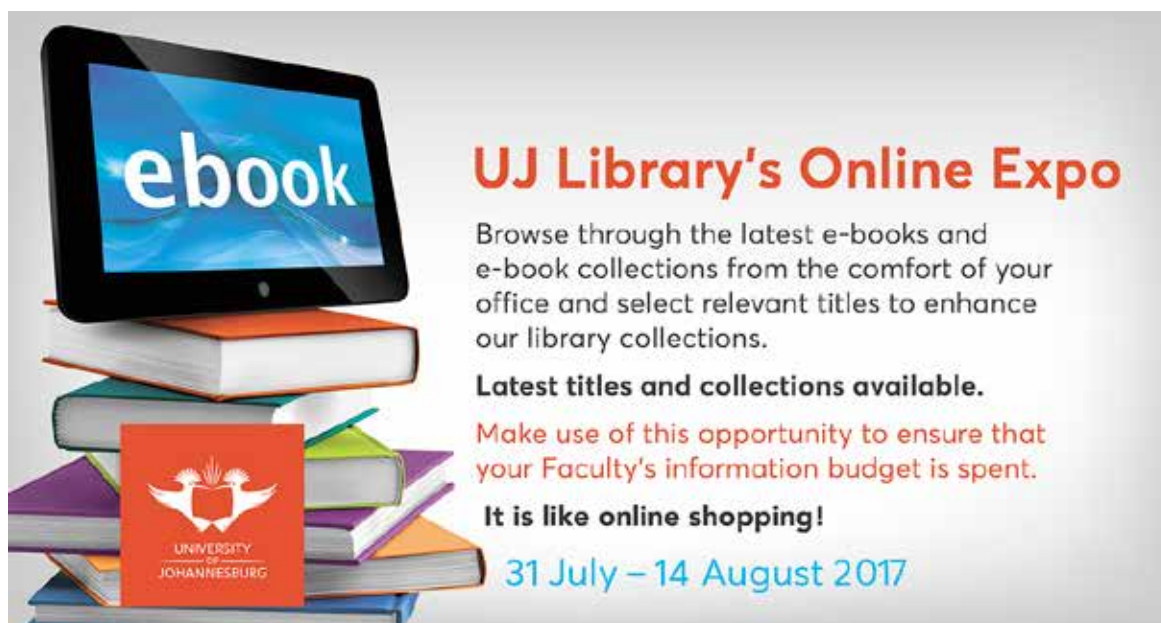
- The Allister Sparks collection
- The Art collection on Power, Gender and Community Art
- The Westbury Florrie Daniels collection
- Jörg Jung's digital construction and architectural photographs

## 3.7 Building the Digital Library Collections

The development of a strong collection of digital information sources remained a priority for the UJ Library as part of the UJ 2025 vision. The e-collection grew by 4% while the print collection increased by 1%. This is an indication of the Library's vision to grow its digital collections.

**Table 5: Detail of the print and e-collection, December 2017**

2017 PRINT COLLECTION		2017 E-COLLECTION	
APB books	29 984	E-books (Single titles)	37 732
APK books	349	E-Books (Titles part of collection)	167 315
	445	Journal titles with full text access on databases	105 235
DFC books	83 995	Current journal titles - electronic (individual titles)	1 133
FADA books	26 189		
SWC books	42 249		
Books storage (on-site)	49 778		
Books storage (off-site)	13 829		
Journals	522		
	<b>595</b>		
<b>Total print collection</b>	<b>991</b>	<b>Total e-collection</b>	<b>311 415</b>
<b>% print collection</b>	<b>66</b>	<b>% e-collection</b>	<b>34</b>
		<b>Total UJ collection 2017</b>	<b>907 406</b>
		<b>Overall increase of collection (number of titles)</b>	<b>21 363</b>
		<b>Overall increase of collection (%)</b>	<b>2</b>
		<b>Increase in print collection (number of titles)</b>	<b>8 245</b>
		<b>Increase in print collection (%)</b>	<b>1</b>
		<b>Increase in e-collection (number of titles)</b>	<b>13 118</b>
		<b>Increase in e-collection (%)</b>	<b>4</b>



### 3.7.1 Library Online Book Expo - to facilitate the selection of e-books

The Online Expo is an annual event organised by the Library to encourage the purchasing of relevant information sources for the UJ Library at cheaper prices negotiated with the suppliers. In total, R13,4 million was spent during this Expo. The Online Expo generated an income of R60 000 for the Library.

### 3.7.2 Digital archives

In supporting the Fourth Industrial Revolution, the UJ Library Special Collection department continued with the project of digitising archival material. The digital archives on UJ Content had over 52 000 hits during 2017.

## 3.8 Statistical Report

The compilation and analysis of Library statistics were done to:

- describe and monitor the collections and use of services in the library;
- determine trends and development areas
- demonstrate the impact of the Library services on the University.

### 3.8.1 Use of the Libraries

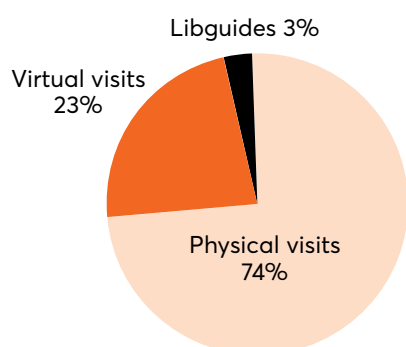
The UJ Library tracked both the physical and virtual use of its facilities and services and is proud of the fact that the total visits increased by 3% in 2017. The Library's physical visits show a steady increase from 2013 to 2017. The virtual visits through the web page decreased by 17% in 2017. This decline is partly due to the increased use of the Library LibGuides in the same year.

**Table 6: Total visits to the library**

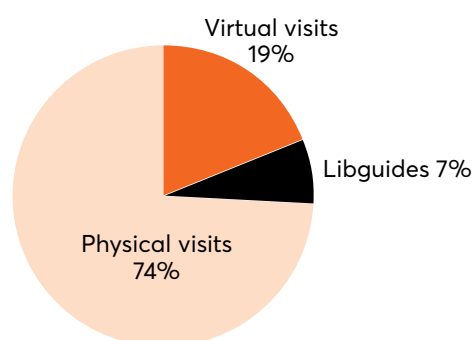
Library visits				
	2016	2017	Difference	%
Physical visits	3 711 617	3 713 922	2 305	0.06
Virtual visits	1 136 450	941 067	-195 383	-17
LibGuides	169 960	379 285	209 325	123
<b>Total</b>	<b>5 018 027</b>	<b>5 034 280</b>	<b>16 253</b>	<b>3</b>



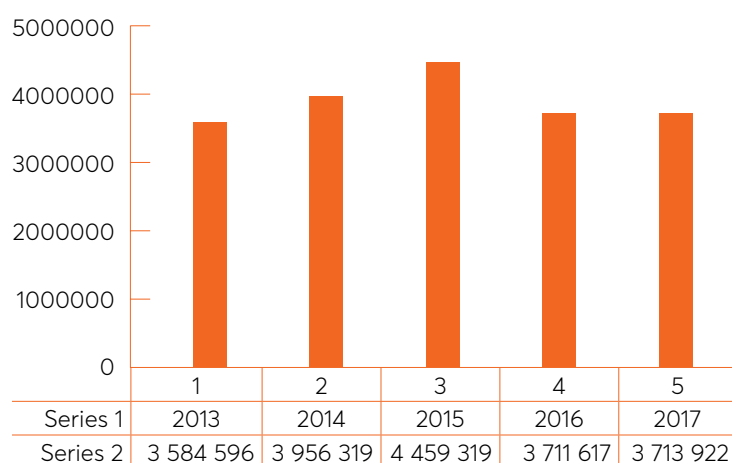
**Figure 1: Library visits 2016**



**Figure 2: Library visits 2017**



**Figure 3: Physical visits 2013-2017**



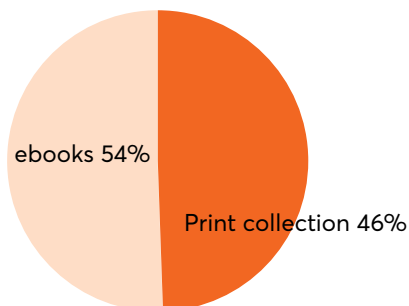
### 3.8.2 Use of the Book Collection (print and electronic)

The print collection was well used during 2017. The use of the e-book collection decreased by 10% due to the cancellation of some of the e-book databases in 2016. See Table 7 for a summary of the statistics.

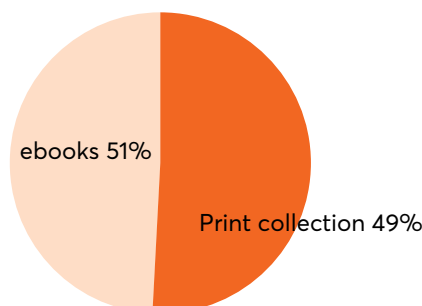
**Table 7: Use of the book collection (print and electronic)**

	2016	2017	Difference	%
Print collection	428 764	431 945	3 281	1
e-Books	501 331	453 233	-48 098	-10
Total use of book collection	930 095	885 178	-44 917	-5

**Figure: 4**  
Use of book collection 2016



**Figure: 5**  
Use of book collection 2017



### 3.8.3 Use of the Database Collection

The UJ Library provided access to 216 electronic databases during 2017. The use of the electronic databases increased by 3% from 4 387 672 searches in 2016 to 4 512 178 in 2017.

### 3.8.4 Information Service

The Information Librarians offered a support service to Library clients that included helping them to find information they needed, as well as training them to make the best possible use of all the facilities and services on offer. Use of Information Service by faculties decreased by 13% from 45 643 in 2016 to 39 552 in 2017. The decline could be as a result of the increase in the use of the Library LibGuides, which are meant to offer electronic guidance on Library information resources and services.

### 3.8.5 Collection Development

In 2017, 66% of the total collection was available in print format whilst the total e-collection was 34%. The Library was fortunate that with the information budget provided, it could maintain all current subscriptions and increase the holdings with 21 363 titles. This is a 2% increase when compared with 2016.

The focus for the development of the collection was on growing the electronic collections.

#### a) Database Collection

This collection includes both the electronic journal collection and e-books. The Library strived to provide access to as much full text as possible. Even though the Library cancelled some database subscriptions in 2016, the database collection increased by 15% from 2013 to 2017.

**Table 8: Detail of the database collection (2013 - 2017)**

Type of database	2013	2014	2015	2016	2017
Abstract databases	12	13	16	16	9
Full text databases	110	115	119	134	127
E-book databases	13	14	18	18	18
Bibliographic databases	22	22	22	23	22
Reference databases	9	14	15	15	11
Other databases (incl. Access Tools)	21	22	24	24	29
Total	187	200	214	230	216

## b) Print collection

**Table 9: Detail of the Print Collection**

	2013	2014	2015	2016	2017	% growth 2016 - 2017
APB book collection	28 880	28 178	28 535	28 914	29 984	+4%
APK book collection	397 458	352 179	345 198	346 983	349 445	+1%
DFC book collection	46 999	77 625	80 221	82 414	83 995	+2%
FADA book collection	24 160	24 500	25 370	26 147	26 189	+0.1%
SWC book collection	42 518	39 367	39 660	40 360	42 249	+5%
Books in storage (on-site)	0	43 540	48 476	48 531	49 778	+3%
Books in storage (off-site)	0	13 230	13 829	13 893	13 829	-0.4%
Journals (titles)	7 323	7 169	7 104	504	522	+4 %
<b>Total</b>	<b>547 338</b>	<b>585 788</b>	<b>588 393</b>	<b>587 746</b>	<b>595 991</b>	<b>1%</b>

The print collection increased by 1 % from 2016 to 2017.

## c) Electronic Collection

The marked growth in the electronic collection was in accordance with the e-first policy. The UJ Library aims to have the biggest collection of e-books on the African continent within the next ten years. The increase from 2016 to 2017 is 4%.

**Table 10: Detail of the e-collection**

	2013	2014	2015	2016	2017	% growth 2016 - 2017
Single titles	4 235	12 750	22 796	33 394	37 732	+13%
E-books in collections	96 944	126 525	151 258	157 292	167 315	+6%
Journal titles with full text access on databases	56 163	97 222	105 264	106 508	105 235	-1%
Individual e-journal titles	939	1 026	1 135	1 103	1 133	+3%
<b>Total e-book collection</b>	<b>158 281</b>	<b>237 523</b>	<b>280 453</b>	<b>298 297</b>	<b>311 415</b>	<b>+4%</b>

## 4. EMPLOYEE PROFILE

### 4.1 STAFF COMPOSITION PER PEROMNES LEVEL

The UJ Library has 146 permanent positions and one contract position. On 31 December 2017, 141 of these positions were filled, six vacancies remained. In March 2017, Dr Bawa resigned as Executive Director of the Library and for the rest of the year the Library was headed by the Acting Executive Director, Ms Moipone Qhomane-Goliath.

A total of 11 appointments were made in 2017 and of these, 10 were from the designated groups. The majority (54%) of permanent staff (all campus libraries) is between Peromnes Levels 11 and 8 with 58% of the staff component being female. The equity profile is as follows: 69% black, 5% Coloured, 3% Indian and 24% white.

**Table 11: Library staff peromnes profile**

Peromnes level	Number of positions	%
P10	9	6%
P11	49	33%
P12	17	12%
P14	3	2%
P3	1	1%
P5	2	1%
P6	1	1%
P7	21	14%
P8	32	22%
P9	12	8%
<b>Total</b>	<b>147</b>	<b>100%</b>

### 4.2 STAFF TURNOVER (APPOINTMENTS, RESIGNATIONS AND RETIREMENTS)

#### 4.2.1 Permanent positions

During 2017, 11 appointments were made, of which 10 were from the designated groups. There were six vacancies as of 31 December 2017 with a total of 11 resignations. Five of the resignations were because of Library staff being appointed to higher positions within the Library, four staff members left the UJ Library and two staff members retired.

#### 4.2.2 Temporary appointments

The Library appointed student assistants and Tutors to assist in exposing them to and teaching them responsibilities linked to employment. The student assistants helped at the service points in the various libraries and tutors provided services to undergraduates. During this time the various libraries also embarked on several projects such as stock taking and moving collections for which full-day temporary assistants were employed. The temporary assistants worked for a total of three months each.

Type of appointment	Total	Remarks
Full day	24	Temporary staff appointed for three months to do Library projects
Full day	3	Appointments made against vacant positions for a total of three months
Student assistants	91	The number includes 50 risk officers
Tutors	10	



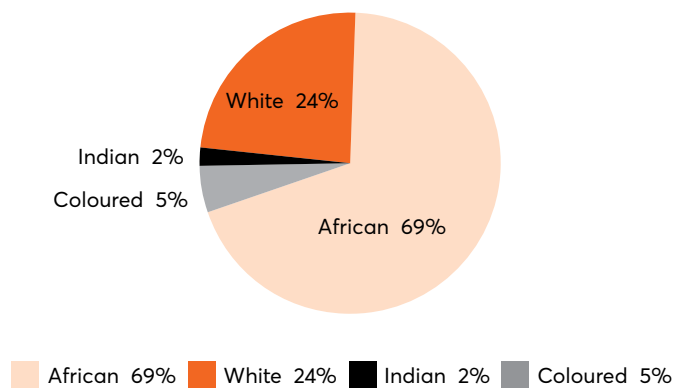
Appointments were made as follows:

## 4.3 EQUITY PROFILE

### 4.3.1 Race equity profile

On 31 December 2017, 76% of the permanent library staff was from the designated groups. See figure 6 for details:

**Figure 6: Race equity profile**



**Table: 12 Equity profile – Race trend**

Category	2014	%	2015	%	2016	%	2017	%	Trend
African	91	67%	95	68%	96	68%	97%	69%	↑
Coloured	6	4%	7	5%	7	5%	7%	5%	=
Indian	4	3%	4	3%	4	3%	3%	2%	↓
White	34	25%	34	24%	34	24%	34%	24%	=
Total	135	100%	140	100%	141	100%	141%	100%	

**Table: 13 Equity Profile – Gender Trend**

Gender	2014		2015		2016		2017		Trend
	Number	%	Number	%	Number	%	Number	%	
Female	86	64%	85	61%	82	58%	82	58%	↑
Male	49	36%	55	39%	59	42%	59	42%	↑

## 4.4 STAFF DEVELOPMENT

### 4.4.1 UJ HR ROADSHOW 2017

An HR roadshow took place on 6 October, to educate staff on the roles of the various departments within the HR division. A total of 89 Library staff members attended the roadshow, which is about 60% of the Library staff component. The discussion topics included an overview of the HR structure, a talk on the transformation initiatives at UJ, the role of the HR Business Partner within the department, employee benefits, disciplinary procedures, training sessions available from HR and the rules that guide the appointment of temporary staff.

The sessions were interactive. A feedback received from staff who attended the session was a request for regular follow-up sessions. Specific information sessions will be held in 2018.



Mr Lalsab presenting at the HR Roadshow

### 4.4.2 LIBRARY TRAINING ACADEMY

To ensure that Library staff are well trained in products and services, training sessions were arranged throughout the year. In 2017, 26 training sessions were organised on topics ranging from Scopus, EBSCO, plagiarism and video conferencing.

In 2017, the UJ Library took the opportunity to partner with the Goldsmiths University in London. Seven information sharing sessions were arranged via Skype. Both libraries identified topics that were relevant to current library trends such as Bibliometrics and Ethics, Wikis in Libraries and Online reading lists.

These training sessions gave the UJ librarians the opportunity to learn from their counterparts in the UK and to benchmark UJ Library services against an international academic library. It was pleasing to note that in all the services discussed, the UJ librarians were on par with their UK colleagues.

### 4.4.3 LIBRARY SECURITY TRAINING

Library Protection Service personnel were given training on the Library procedures and processes in an effort to achieve seamless evacuation when required.

The training focused on the importance of fire safety and hazards in the Library, as well as around the campus. The training included a holistic view of the steps to follow during an emergency from making an announcement, to activating the alarms and guiding students to the evacuation doors. The Fire Marshall demonstrated how to use the water truck and the tools stored on it. These are skills that could help save lives.

### 4.4.4 4TH ANNUAL SHECASA CONFERENCE

The Safety, Health and Environment (SHE) Campus Association of South Africa Conference took place on 7 and 8 September, hosted by the Vaal University of Technology (VUT). The theme of the conference was Empowering SHE Professionals to add value to the promotion of safe and healthy working and learning environments at tertiary education institutions. Two Library staff members attended the conference to sharpen their skills in health- and safety-related matters.

#### 4.4.5 LIBRARY WALKS THE UJ FUTURE WALK

On 20 May 2017 the Library staff came out in their numbers to support the University initiative of raising funds for the "Missing Middle" by participating in the UJ Future Walk. This was the first Library teambuilding activity for the year and it brought together staff from the various campuses who walked or ran together, encouraging one another to keep going when it seemed as if the road ahead would never end.



Library staff at the UJ Future Walk

#### 4.4.6 Wellness through movement and dance

The Library Wellness day took place on 15 September 2017 at the AW Muller Stadium. The theme focused on "Wellness through Movement and Dance".

Staff were taught the African tradition of gumboot dancing paired with the musicality of pipes. They were also taught various styles of dancing including a colourful freestyle dance done by seasoned choreographers.

Itumeleng Seku shared her inspirational story with staff, encouraging them not to let their personal situations become disabilities.



Library staff at the Wellness day event



Itumeleng Seku

## 5. COMMUNITY SERVICE, STAKEHOLDER MANAGEMENT AND REPUTATION MANAGEMENT

The UJ Library provided a stimulating environment for debate and engagement with topical issues to both students and staff. All Library events and seminars were presented in partnership with faculties or support departments within UJ. All the Campus Libraries provided numerous activities, which ranged from book discussions to movie nights.

The 2017 programme consisted of:

- 34 book discussions
- 64 public lectures
- 13 movie screenings
- hosting the UJ Women's Day celebrations
- a UJ Men's event in October, in support of the national Movember initiative

### 5.1 UJ WOMEN'S DAY CELEBRATION



From the left: Sam Cowen, Bonang Matheba, Yvonne Chaka, Marah Louw and Maya Makanjee

The Vice-Chancellor and Principal of the University of Johannesburg, Professor Ihron Rensburg, together with the Nelson Mandela Foundation hosted UJ's annual Women's Day event on Thursday 03 August at the Johannesburg Country Club, Auckland Park. The discussion and theme for the day was, Be Grounded in Your Own Self! UJ ladies were treated to a three-course luncheon event with a special music performance by Yvonne Chaka and Marah Louw.

UJ was honoured to have hosted the following prominent South African women who graced our programme with lots of flair and flavour:

- Yvonne Chaka Chaka, also known as Princess of Africa, who is an internationally renowned singer, songwriter, entrepreneur, humanitarian and teacher.
- Sam Cowen, the longest running female morning show host in the country, having worked Joburg's biggest breakfast show on 94.7 for over 18 years. She has recently published a memoir, From Whiskey to Water.
- Marah Louw, who is an internationally renowned South African singer and actress. Marah has recently launched her new autobiography, It's Me Marah: An Autobiography.
- Maya Makanjee, an independent non-executive director, who currently sits on the boards of Tiger Brands Limited, Mpact Limited, AIG South Limited, AIG Life South Africa Limited and the Nelson Mandela Foundation, and who is also a South African media personality.
- Bonang Matheba, who spoke about her latest release, From A to B: Invest in Your Sparkle!



## 5.2 UJ MEN'S EVENT 2017

Once again, the Library hosted the annual UJ Men's event on Friday 10 November at the Country Club in Auckland Park.

The invited speakers were: Robin Banks - one of the world's leading authorities on the subject of Mind Power and Personal Master; Sello Maake Ka-Ncube - founder of the Sello Maake kaNcube Foundation (SMKN), which is an organisation aimed at creating social cohesion through the performing arts and Marah Louw - an internationally renowned South African singer and actress. Marah has recently launched her new autobiography, *it's Me, Marah: An Autobiography*, which gives us a glimpse into her life of glitz, glamour, pain and hardship spanning 40 years. The event was well attended with a moving speech from our outgoing VC, Prof Rensburg. At lunch time on the day, #UJCelebratesMen trended fifth South Africa.



Seated from the left: Sello Maake Ka-Ncube, Prof Saurabh Sinha (standing) Marah Louw and Prof Ihron Rensburg

## 5.3 LIBRARY SEMINAR PROGRAMME

As part of its tradition the Library, in partnership with the faculties and other stakeholders, presented workshops and seminars. Below are some of the highlights for the year. More information on events is available on the Library Webpage under News and Events:

Book discussion: ***As by Fire: The End of the South African University* by Prof Jonathan Jansen.** The discussion was in partnership with the South African Research Initiative (SARChI) Chair: African Diplomacy and Foreign Policy.



In the picture, from the left: Prof Chris Landsberg (Facilitator), Prof Jonathan Jansen and Malcolm Ray

Public lecture: **(Re)Imagining the State and Society: A Conversation**

The public lecture was held in partnership with the Nelson Mandela Foundation and UJ SARCHI Chair: African Diplomacy and Foreign Policy. The public lecture was followed by a panel discussion with Bomikazi Njova, a university student who is working towards becoming a human rights lawyer. Prof Mzukisi Qobo, the Deputy Director of the NRF Chair of African Diplomacy and Foreign Policy at UJ, facilitated the discussion.



In the picture, from the left: Prof Mzukisi Qobo, Dr Mamphela Ramphele, Bomikazi Njova

Book launch: ***In Search of the Elusive Zimbabwean Dream - An Autobiography of Thought Leadership*** by **Professor Arthur Mutambara** (former Deputy Prime Minister - Zimbabwe).

The book launch was in partnership with the Institute of Pan-African Thought and Conversation (IPATC). The book is the first of three volumes in a series that traces the leadership thoughts and philosophical disposition of Professor Arthur G.O. Mutambara over a period of 35 years, as his generation sought to become the transformation it wished to see in Zimbabwe.



In the picture, from the left: Venitia Govender, Prof David Moore, Prof Arthur Mutambara, Dr David Monyae, Prof Adekeye Adebajo, Prof Chris Landsberg

Book discussion: ***My Own Liberator: A Memoir*** by **Judge Dikgang Moseneke**

The Faculty of Law together with the UJ Library, and in partnership with Pan Macmillan Publishers, played host to Judge Dikgang Moseneke, retired Deputy Chief Justice of the Constitutional Court. Judge Moseneke spoke about his book, *My Own Liberator: A Memoir*, in which he pays homage to the many people and places that have helped to define and shape him.



In the picture, from the left: Dr R Henrico, Justice Dikgang Moseneke, Prof D Millard and Prof D de Villiers

Book Discussion: ***Being Chris Hani's Daughter*** by **Lindiwe Hani**

The discussion was in partnership with UJ Division of Student Life and Governance and Jacana Media. The book reveals the exclusive meetings she had with both Clive Derby-Lewis before he succumbed to cancer in November 2016, and Janusz Walus, who is still serving a life sentence for her father's assassination. It also includes extracts of the last interview with Chris Hani by historian Luli Callinicos



In the picture, from the left: Leila Abdool-Gafoor, Lindiwe Hani



Book Discussion - ***The Thabo Mbeki I know*** edited by **Sifiso Ndlovu and Miranda Strydom**

The discussion was facilitated by Professor Adekeye Adebajo,

Director, Institute for Pan-African Thought and Conversation, UJ. Speakers included:

- Essop Pahad, Former Minister in the Presidency under Thabo Mbeki
- Patricia McFadden, Former Visiting Professor, Thabo Mbeki African Leadership Institute (TMALI), University of South Africa, Tshwane
- Albert Sachs, Former Justice, Constitutional Court of South Africa
- Chris Landsberg, SARChI Chair on African Diplomacy and Foreign Policy, UJ.



In the picture, from the left: Prof Chris Landsberg, Prof Adekeye Adebajo, Judge Albie Sachs, Dr Patricia McFadden, Essop Pahad

Book Launch: ***Roadmap for Sustainable Biofuels / Bioenergy in Southern Africa: Regulatory Frameworks for Improved Development Potential?***

The book was launched in partnership with the Konrad-Adenauer-Stiftung Institute

Presenters included:

- Henning Suhr, Konrad-Adenauer-Stiftung Institute South Africa
- Professor Oliver Ruppel, Director Climate Policy and Energy Security Programme for Sub-Saharan Africa, Konrad-Adenauer-Stiftung Institute
- Olga Chauke, Department of Energy
- John Kesi, DARD - Free State



In the picture, from the left: Khulekani Moyo, Mandela Institute; John Kesi, DARD FS, Oliver Ruppel, Director KAS, Henning Suhr, Country Director KAS, Prof Alan Brent, Centre for Renewable Sustainable Energy Studies



Book Discussion: ***Change: Organising Tomorrow, Today*** by **Jay Naidoo**

The discussion was in partnership with UJ SARCHI Chair: African Diplomacy and Foreign Policy and Penguin Random House Publishers. Jay Naidoo spoke about his experience as a labour union organiser, government minister, social entrepreneur and global thought leader, and explored ways of solving some of the world's biggest problems.



In the picture: Jay Naidoo

## 5.4 UJ LIBRARY PROMOTES LEISURE READING

UJ Reads is the Library's popular reading project aimed at motivating students and staff to read for fun and relaxation, as well as to expand their horizons on various important life topics. On 16 and 17 August the Library had the UJ Reads event with Kopano Matlwa on her book *Period Pain*. It was a huge success in all four campus libraries and more than 300 students attended the book discussions with the author.

Kopano is one of South Africa's most vibrant young writers and winner of the European Union Literary Award 2007. A medical graduate, Kopano is the author of the critically acclaimed novels *Coconut*, and *Spilt Milk*, which won the Wole Soyinka Prize for Literature in 2010. She has recently returned to South Africa after completing an MSc in Global Health Science and is currently reading for a DPhil in Population Health at the University of Oxford.



Kopano Matlwa

## 5.5 THE EDIBLE BOOK FESTIVAL

The Library in partnership with the School of Tourism and Hospitality (STH) hosted a very successful Edible Book Festival on 6 September. An Edible Book Festival is a fun way to celebrate books and food together. Participants create an "edible book", which can be inspired by a favourite story, involve a pun on a famous book title, or simply be in the shape of a book (or scroll, or tablet, etc.).

A total of 14 very creative and exciting entries were received. These entries sparked a lot of curiosity and attention from the visitors. The entrants included external stakeholders, staff and students. Seven of those who participated in the competition went home with excellence awards, which included most creative, funniest, most elaborate and best student entry.

## 5.6 FILM SCREENINGS

Some films were screened in the various Library venues and the highlights included the following:

**Mabo** - produced by Rachel Perkins. Perkins is a renowned Aboriginal Australian film and television director, producer and screen writer. She is a prominent indigenous Australian in her own right and is also the daughter of one of Australia's foremost Aboriginal Rights activists of the 1960/70s, Charles Perkins. The film screening and subsequent discussion were organised in partnership with the Australian High Commission and the UJ Institute of Pan-African Thought and Conversation, plus the Department of Journalism, Film and Television. Rachel spoke on the Australian Indigenous Rights movement and activism, plus "The use of film as a tool to promote recognition of indigenous rights and heritage".

**Marley** - The screening was done in collaboration with the Jamaican High Commission in South Africa, and the UJ Institute of Pan-African Thought and Conversation (IPATC). "Marley" is the first film to tell the definitive life story of the musician, revolutionary, and legend, from his earliest days to his rise to international superstardom. Along with an incredible soundtrack, the film features rare footage, archival photos, and incredible performances and interviews with his family, friends, and bandmates – the people who knew him best".

After the screening, a discussion was held with Ms Cheryl Spencer, High Commissioner, Jamaican High Commission, Tshwane and Dr Clinton Hutton, University of the West Indies, Jamaica.





## 5.7 UJ TALKS AT THE GCINA MHLOPHE AMPHITHEATRE

In the picture: Bulelwa Mabasa (Director: Werksmans Attorneys) and Alliance Mnisi (First-year candidate attorney, UJ *cum laude* law graduate) on a lunchtime conversation entitled, ***From Law Student to Attorney***.

The UJ Library launched its first "UJ TALKS" series on Friday 24 March 2017 with Prof Ylva Rodny-Gumede. Her talk was entitled *FAKE NEWS*.

The Library hosts these talks during culture hour on a Friday afternoon between 12:00 and 13:00 in the APK Library Gcina Mhlophe Amphitheatre.

Thus far nine UJ Talks had been hosted in 2017:

- **Dr Ylva Rodny-Gumede** – *Fake News*
- **Prof Nyasha Mboti** – *Why are there no Apartheid Studies?*
- **Mpho Tshukudu** – *Sugar Tax*
- **Prof Harmut Winkler** – *Why is South Africa's proposed new nuclear deal so controversial?*
- **Dalien Benecke, Nickey Janse van Rensburg, Joyce Sibeko and Christa van Zyl** – *Multidisciplinary Projects: Overcoming the Challenges and Realising the Opportunities for Students and Academics*
- **Boniswa Madikizela** – *Personal Financial Literacy of University Students*
- **Prof Mary Galvin** – *How to Quench South Africans' Thirst*
- **Bulelwa Mabasa** (Director: Werksmans Attorneys) and **Alliance Mnisi** (First-year candidate attorney, UJ *cum laude* law graduate) – *From Law Student to Attorney*
- **Prof Fanie Cloete** – *Moving beyond Empty Decolonisation Mantras to Real Sustainable Empowerment in Africa*

## OVERALL 2017 LIBRARY EVENTS AND PARTNERSHIPS

### FEBRUARY SEMINARS

NAME OF EVENT	JOINT PARTNER
<b>Public Lecture:</b> "Obama's Africa Legacy: A Triumph of Symbolism?" <b>Professor Adekeye Adebajo:</b> Director, Institute for Pan-African Thought and Conversation, University of Johannesburg was in conversation with <b>Professor John Stremlau:</b> Visiting Professor, University of Witwatersrand	Institute for Pan African Thought and Conversation
<b>Talk:</b> Being a student at UJ" and Knowing Your Library. A talk about what to expect as a student at UJ and how to cope with student life.	PsyCaD
<b>Talk:</b> Sex & Sexuality -A Valentine's Day Celebration by <b>Sister Chetty from Primary Health</b>	Primary Health Division
<b>Book Discussion:</b> <i>The Zuptas must Fall</i> by <b>Fred Khumalo.</b> The book covers a wide range of topics, including politics, history, current events and celebrity gossip. He also launched his book <i>Dancing the Death Drill</i> which commemorates the 100th year of the sinking of the SS Mendi, which took the lives of 646 black South African soldiers who were on their way to fight in France during the First World War.	Department of Journalism, Film and Television
<b>Book Discussion:</b> <i>Reverse Sweep: A Story about South African Cricket since Apartheid</i> by <b>Ashwin Desai.</b> In a book where the love of cricket shines through, Ashwin Desai makes a significant contribution to our understanding of the farce that was post-apartheid cricket administration and the characters that played such a role in the charade.	Department of Sociology
<b>MARCH SEMINARS</b>	

SEMINAR	JOINT PARTNER
<b>Public Lecture: The Role of the US and China in Africa's Quest for Development.</b> <b>SPEAKERS:</b> <b>Dr Shengyong Qin:</b> Co-Director: Confucius Institute, (UCT) <b>Prof Gilbert Khadiagala:</b> Jan Smuts Professor of International Relations and Head of Department,(Wits) <b>Prof John Stremlau:</b> Visiting Professor, (Wits) <b>Prof Yin Fulin, Co-Director:</b> Confucius Institute, (UJ)	Confucius Institute
<b>Book Discussion: Leadership, Perspectives from the Front Line</b> by <b>Prof Theo Veldsman and Dr Andrew Johnson.</b> The book covers topics amongst others multi-generational leadership, ethical, responsible leadership, African leadership, women in leadership and entrepreneurial leadership.	Faculty of Management
<b>Public lecture: "Sub-Saharan Africa and South Africa: Economic Outlook and Policy Challenges".</b> <b>Presenter:</b> Dr Montfort Mlachila. Dr Montfort is the IMF's Senior Resident Representative in South Africa. He has worked for the IMF for nearly 20 years.	Department of Economics and Econometrics
<b>Public Lecture: Dion Chang</b> based his speech on <b>"The Game of Change: New Industries and the new skills required to drive these Industries".</b> Dion is one of South Africa's most respected trend analysts and takes the unique view of "trends as business strategy".	Faculty of Management



<b>Discussion: SA Human Rights Commission</b> discussed the topic <b>"A thin line between rights and Responsibilities"</b>	SA Human Rights Commission
<b>Public Lecture: "Myths and reality" facts change - minds do not.</b> Presenter: <b>Mike Schussler.</b> Mike Schussler is a well-known South African economist and the founder of Economists.co.za	Department of Economics and Econometrics
<b>Book Discussion: "A Giant Tree Has Fallen: Tributes to Ali Mazrui"</b> Foreword by Salim Ahmed Salim. SPEAKERS: <b>Mr Abdul Bemath</b> , Ali Mazrui's Bibliographer. <b>Prof Mathatha Tsedu</b> , School of Literature, Language, and Media, (Wits). <b>Prof Adekeye Adebajo</b> , Director, Institute for Pan-African Thought and Conversation, UJ	Institute for Pan African Thought and Conversation / African Perspectives
<b>Public Lecture: The Plight of Refugees and Asylum Seekers: What does the Law say?</b> Lawyers for Human Rights sent representatives to talk to the issue.	Faculty of Law
<b>Book Discussion: Critical Management Studies in the South African context</b> by <b>Prof Geoff A Goldman; Prof Chris Callaghan; Prof Greg Lee; Prof Hester Nienaber; Ms Violet Moraka; Dr Shaun Ruggunan; Dr Whitey van der Linde.</b> The book is the first formalised scholarly work on critical management studies (CMS) in the South African context.	Faculty of Management
<b>APRIL SEMINARS</b>	

SEMINAR	JOINT PARTNER
<b>Book Discussion:</b> • <b>Reverse Sweep: A Story of post-apartheid South African Cricket</b> by <b>Ashwin Desai.</b> The book is an account of cricket in post-apartheid South Africa. • <b>Cricket and Conquest: The History of South African Cricket Retold, Volume 1: 1795-1914</b> by <b>Andre Odendaal, Krish Reddy, Christopher Merrett and Jonty Winch.</b> The book explains how racism came to be built into the very fabric of cricket's 'culture' and 'traditions', and how it was uncannily tied to the broader historical processes that shaped South Africa.	Department of Sociology / UJ SARChi Chair: African Diplomacy and Foreign Policy
<b>Book Discussion: The Thabo Mbeki I know</b> edited by <b>Sifiso Mxolisi Ndlovu and Miranda Strydom.</b> The book is a collection that celebrates one of South Africa's most exceptional thought leaders. The contributors include those who first got to know Thabo Mbeki as a young man, in South Africa and in exile, and those who encountered him as a statesman and worked alongside him as an African leader.	Institute for Pan African Thought and Conversation / African Perspectives
<b>Public lecture and Documentary Screening</b> by <b>Rachel Perkins.</b> This was hosted in partnership with <b>the Australian High Commission.</b> Rachel Perkins is a renowned Aboriginal Australian film and television director, producer and screen writer. She showcased some of her films and also discussed the <b>"use of film as a tool to promote recognition of Indigenous rights and heritage, as well as challenge historical representations of Australia's Indigenous people."</b>	Institute for Pan African Thought and Conversation
<b>Book Discussion: "Being Chris Hani's Daughter"</b> by <b>Lindiwe Hani and Melinda Ferguson.</b> In this intimate and revealing memoir, Lindiwe faces her demons, not just those that haunted her through her addiction but, with the courage that comes with sobriety, she comes face-to-face with her father's two killers.	PsyCaD
<b>Book Discussion: It's Me, Marah - It's Me Marah,</b> by <b>Marah Louw.</b> The book is a glimpse into a career spanning over 40 years.	Centre for Small Business

<b>Seminar:</b> Speaker: <b>Pedro Van Gaalen - Fitness and Fitness His Magazine Managing Editor.</b> He spoke about - <b>"A Basic understanding of a Healthy Lifestyle. What part does Exercise and Diet Play in my Long Term Health".</b>	UJ Gym
<b>Workshop: Adjusting to Tertiary Life.</b> Students were provided with some tips on realistic expectations about living arrangements and social life on campus.	SWC Campus Health/Student Residences

## MAY SEMINARS

SEMINAR	JOINT PARTNER
<b>Book Launch: Roadmap for Sustainable Biofuels / Bioenergy in Southern Africa: Regulatory Frameworks for Improved Development Potential</b> by <b>Dr Thembakazi Mali (SANEDI)</b> and <b>Manisha Gulati, Energy Economist.</b>	Konrad Adenauer Stiftung
<b>Talk: Innovation &amp; Entrepreneurship.</b> UJ Enactus (Entrepreneurial Action Through Us) General President, <b>Emmanuel Fuma</b> , made a presentation on the topic.	UJ Enactus
<b>Book Discussion: CHANGE: ORGANISING TOMORROW, TODAY</b> by <b>Jay Naidoo.</b> In this book, Jay Naidoo harnesses his experience as a labour union organiser, government minister, social entrepreneur and global thought leader, and explores ways of solving some of the world's biggest problems.	UJ SARChI Chair: African Diplomacy and Foreign Policy
<b>UJ Talks: Prof Hartmut Winkler</b> is a Professor and Head of the UJ Department of Physics. Title of his Talk: <b>"Why is South Africa's proposed new nuclear deal so controversial?"</b>	Department of Physics
<b>Debate: Academic Freedom.</b> The debate was led by <b>Prof Alex Broadbent (Executive Dean: Humanities, UJ).</b>	Faculty of Humanities
<b>Seminar: The Writer's Journey - Academic Writing.</b> Speakers included: <b>Prof. Aigbavboa</b> - UJ Construction Management & Quantity Surveying, <b>Prof. Wang</b> - UJ Distinguish Researcher, <b>Ms Karen Metcalf</b> - ScienceDirect. These Writers shared their scholarly communication journey with the audiences with the objective of encouraging and motivating them. They also shared their academic writing challenges and experiences.	Speakers' Published Books & Articles
<b>Seminar: The writing and publishing of African Narratives.</b> The following books were discussed: <b>Nwelezelanga - The Star Child</b> by <b>Unathi Magubeni.</b> <b>The Fabulist's Bindle</b> by <b>Mehluli Nxumalo.</b> <b>Smelley Cats</b> by <b>Stacey Fru.</b>	PsyCaD / IOHA
<b>Seminar on Leadership by Gareth Armstrong.</b> Gareth Armstrong is the Founder and Executive Director of Future CEO's which is a Not-for-Profit organization.	School of Leadership/ Academic Development Centre
<b>UJ Talks: Dalien Benecke:</b> Senior Lecturer, UJ Strategic Communication (Public Relation Management) Title of her talk: <b>The Good and Bad of Interdisciplinary Research Projects.</b>	Department of Strategic Communications
<b>Books Discussion: Urban Revolt:</b> State Power and the Rise of People's Movements in the Global South, edited by Trevor Ngwane, Luke Sinwell and Immanuel Ness (Haymarket Books). <b>Global Resistance in Southern Perspective</b> edited by <b>Marcel Paret, Carin Runciman and Luke Sinwell, (Ashgate).</b>	UJ Centre for Social Change

<b>Public Lecture:</b> Topic: <b>Pan African Media.</b> Prof Adebajo was facilitating this discussion.	Institute for Pan African Thought and Conversation
<b>Law Language Culture Seminar:</b> Speaker - <b>Judge Lebotsang Ronnie Bosielo.</b> Judge Bosielo is an Acting Judge for the Constitutional Court.	Faculty of Law

## JULY SEMINARS

SEMINAR	JOINT PARTNER
<b>Public Lecture: State Capture.</b> Presentation by Former Minister of Finance, <b>Pravin Gordhan</b> and Former Deputy-Finance Minister, <b>Mcebisi Jonas</b>	Department of Politics
<b>Book Discussion: As by Fire: The End of the South African University</b> by <b>Prof Jonathan Jansen.</b> He is the former Vice-Chancellor of the University of the Free State. Prof Jansen delves into the unprecedented disruption of universities that caught South Africa by surprise.	UJ SARChI Chair: African Diplomacy and Foreign Policy
<b>Public Lecture: (Re)imagining the State and Society.</b> Guest Speaker was <b>Dr Mamphela Ramphele.</b> Mamphela Ramphele has had a celebrated career as an activist, medical doctor, academic, businesswoman and political thinker.	Nelson Mandela Foundation

## AUGUST SEMINARS

SEMINAR	JOINT PARTNER
<b>Public Dialogue: The Role of the African Union (AU) and China in Africa's Security Architecture.</b>	Confucius Institute
<b>UJ Women's Day:</b> Featuring <b>Bonang Matheba, Marah Louw, Samantha Cowen and Yvonne Chaka Chaka.</b> Theme: <b>Developing your grounded self.</b>	Advancement Division
<b>Launch of Film Festival: Shelley Barry is the 2017 featured filmmaker at Mzansi Women's Film Festival Launch.</b> Shelley is a Lecturer at UJ Department of Journalism, Film and Television.	Department of Journalism, Film and Television
<b>Book Launch: In Search of the Elusive Zimbabwean Dream - An Autobiography of Thought Leadership</b> by <b>Professor Arthur Mutambara</b> (former Deputy Prime Minister - Zimbabwe)	Institute of Pan African Thought and Conversation
<b>UJ Talks: Boniswa Madikizela.</b> Title of her Talk: <b>"Why is South Africa's proposed new nuclear deal so controversial?"</b> Boniswa is a Senior Lecturer, from the UJ Department of Accountancy, who was recently announced as a Brand Ambassador by the South African Institute of Professional Accountants (SAIPA).	Department of Accountancy
<b>Science Public Lecture: If food nutrition had Facebook pages</b> by <b>Dr. Suretha de Kock,</b> Department of Biotechnology & Food Technology. Social media has taken over our world, so I thought imaginary Facebook pages of food components would be a fun way to give us information and to help us with our food choices.	Faculty of Science
<b>Book Discussion: My Own Liberator: A Memoir</b> by <b>Judge Dikgang Moseneke.</b> The book charts Moseneke's rise as one of the country's top legal minds, who not only helped to draft the interim constitution, but for fifteen years acted as a guardian of that constitution for all South Africans, helping to make it a living document for the country and its people.	Faculty of Law

<b>Marikana Life Exhibition / Film Screening &amp; Discussion:</b> <b>"Miners Shot Down" - Rehad Desai ;</b> <b>"Black Lives Matter" - film on Bapo tribe and Marikana.</b> Women's month display - on women in mining	Centre for Social Change, Hambrook Communications & Rehad Desai
<b>Science Public Lecture: Curse of the Password: Sex, Alcohol, and Insanity</b> by <b>Mr Frans Blauw</b> , Academy of Computer Science and Software Engineering. Claims about the death of the online password have been popping up since 2004, but more than a decade later we are still actively being abused by them.	Faculty of Science
<b>Public Discussion: Women Struggles in South Africa</b>	Institute of Pan African Thought and Conversation
<b>Book Discussion: WHAT DO YOU SEE?</b> by <b>Itumeleng Sekhu</b> . This is a story of a woman's resilience amid adversity. Itumeleng Sekhu suffered third-degree burns to 35 percent of her body when she was only 11 months old. The autobiography details the story of a remarkable young woman who had to tackle adversities in her quest to dispel what she feels are misguided notions about herself as a so-called disabled person.	Itumeleng Sekhu Foundation
<b>UJ Talks: Prof Mary Galvin.</b> Title of her Talk: <b>"Why Water Restrictions are Not the Answer in South Africa"</b> .	Department of Anthropology and Developmental Studies
<b>Science Public Lecture: Cosmic Messengers</b> by <b>Prof. Soebur Razzaque</b> , Department of Physics. He paid attention to history, exploring what are some of the goals of modern day telescopes to learn using cosmic messengers.	Faculty of Science
<b>Book Discussion: Wellbeing Economy: Success in a world without growth</b> by <b>Lorenzo Fioramonti</b>	Faculty of Economics and Financial Sciences
<b>Book Launch: Negotiating Pharmaceutical Uncertainty</b> by Author(s): <b>Eirik Saethre, Jonathan Stadler</b> . Telling the story of a clinical trial testing an innovative gel designed to prevent women from contracting HIV.	Department of Anthropology and Development Studies



## SEPTEMBER SEMINARS

SEMINAR	JOINT PARTNER
<b>Public Lecture:</b> Prof Michael Henning, UJ, spoke about <b>Pure and Applied Maths</b>	Faculty of Science
<b>Seminar Series:</b> <b>Gender Violence</b> by Dr Corne Davis, UJ Dept of Communication Studies.	Faculty of Humanities
<b>Edible Book Festival:</b> An Edible Book Festival is a fun way to celebrate books and food together. Participants created an "edible book," which were inspired by their favourite story, involved a pun on a famous book title, or simply was in the shape of a book, scroll or tablet, etc.	School of Tourism and Hospitality
<b>An "Imbizo" on Indigenous Research Paradigms.</b> Anele Siswana (Clinical Psychologist at (PsyCaD), Thandokazi Maseti (Lecturer at the UJ Dept of Psychology), Prof Brendon Barnes (Head of the UJ UJ Dept of Psychology) and Prof Nyasha Mboti (Head of the UJ Dept of Communication Studies) engaged on this topic.	PsyCaD
<b>Book Launch:</b> <i>"Advanced manufacturing techniques using laser material processing"</i> by Prof. Akinlabi, Vice Dean: Teaching and Learning in FEBE.	Faculty of Engineering and the Built Environment
<b>Book Discussion:</b> <i>Billionaire under Construction</i> by Sibusiso Leope aka DJ Sbu. DJ Sbu is a South African DJ, musician, record producer, television personality, motivational speaker and businessman. This is a blueprint of Sbu's success; an honest and direct account of the setbacks he encountered in his past.	Centre for Social Entrepreneurship
<b>Public Lecture</b> presented by the Faculty of Law in collaboration with the Law Library: <b>"Brexit and the Perspectives for European Labour Law"</b> by Prof Manfred Weiss, a well renowned labour law academic at the Goethe University, Frankfurt am Mein.	Faculty of Law
<b>Seminar Series:</b> <b>Gender Violence</b> by Dr Corne Davis, UJ Department of Communication Studies.	Faculty of Humanities
<b>Book Discussion:</b> <i>The Black Consciousness Reader</i> compiled by Baldwin Ndaba, Therese Owen, Masego Panyane, Rabbie Serumula and Janet Smith. With photography and videography by Paballo Thekiso. The Black Consciousness Reader is an essential collection of history, interviews and opinions about the philosophy being revived to finally bring revolution to South Africa.	Institute of Pan African Thought and Conversation
<b>Science Public Lecture:</b> <i>The illusion of intelligence in computer games</i> , by Deon Cotterrell - Academy for Computer Science & Software Engineering.	Faculty of Science
<b>World Environmental Health Day Public Lecture:</b> Presented by Dr Miles Witham.	Environmental Health Students, Staff and Practitioners
<b>Seminar:</b> <b>African Women Series</b> in partnership with Guild of Nigerian Professionals-SA and Nigeria Diaspora Television	Division Of Internationalisation
<b>Book Discussion:</b> <i>"Sustainable Value Management for Construction Projects"</i> by Prof. Aigbavboa, Vice Dean: Postgraduate Studies, Research and Innovation in FEBE.	Faculty of Engineering and the Built Environment
<b>Career Day 2017</b> - Career Services in partnership with PsyCaD: Ten Government Departments and actors of the state presented to students, which career services are available in government.	PsyCaD
<b>Book Discussion:</b> <i>Black Workers White Supervisors - The Emergence of the Labor Structure in South Africa</i> by Prof Morley Nkosi. He worked as a consultant to regional economic integration organizations and served on numerous boards of South African research and business organizations. He also served as acting vice chancellor at the University of the Transkei.	Library Project

## OCTOBER SEMINARS

SEMINAR	JOINT PARTNER
<b>Science Public Lecture: Food Security and the Postharvest Management of Fresh Fruit and Vegetable Losses by Prof Charles Whitehead - Botany &amp; Plant Biotechnology</b>	Faculty of Science
<b>Public Lecture: Gautrain as a catalyst for transport integration and development in the Gauteng Province and Beyond.</b> CEO of the Gauteng Management Agency (GMA), Gautrain delivered the keynote address.	Department of Construction Management and Quantity Surveying, FEBE
<b>Talk on Exams preparations:</b> PsyCaD Psychologist <b>Siyabonga Ntshangase</b> prepared students for upcoming exams. Eating healthy sleeping healthy and how this affects you during exams and how to cope during and after exams	Centre for Psychological Services and Career Development
<b>Film Screening and Discussion: I am not your Negro.</b> This was a partnership with the African Screen Network, a Pan-African film distribution initiative based in Cape Town under the Distribution department of Big World Cinema. The documentary is about James Baldwin and issues of race in the US.	Institute of African Thought and Conversation
<b>Seminar: Young African Leaders Initiative</b> (SA USA Embassy) in partnership with the Library hosted the 2017 Mandela Washington Fellows on their USA experience and USA Exchange programs tips for 2018.	USA Embassy
<b>Seminar:</b> UJ Library and the Faculty of Law hosted guests from <b>Augsburg University</b> . The seminar focused on various topics relating to Law.	Faculty of Law
<b>Book Discussion: "Millimeter-Wave Antennas: Configurations and Applications"</b> by <b>Prof. Sinha</b> : Executive Dean Faculty Of Engineering and Build Environment. This book comprehensively reviews the state of the art in millimetre-wave antennas, traces important recent developments and provides information on a wide range of antenna configurations and applications.	Faculty Of Engineering and Build Environment
<b>Talk:</b> By <b>Bongani Baloyi</b> from Brothers for life on <b>"Making the right choices for future generations"</b> . Brothers For Life is a campaign promoting the values of being a responsible man.	Brothers for Life
<b>Breast Cancer Awareness Campaign.</b> This was in partnership with UJ Primary Health Care Services, Student Services and IOHA	UJ Student Affairs / Primary Health Care / IOHA
<b>Science Public Lecture: CRISPR by Dr Lindy Esterhuizen,</b> UJ Biochemistry	Biochemistry Department
<b>Book Discussion: Rule of Law: a Memoir by Glynnis Breytenbach.</b> She provides personal commentary on the evolution and importance of an independent judiciary in South Africa, and explains why the rule of law is critical to the foundation and the future of the country.	Faculty of Law
<b>Public Lecture:</b> <b>Thomas Sankara:</b> implications of his legacy for the decolonization of higher education in South Africa and beyond / presented by <b>Professor Jimi Adesina (UNISA)</b>	Thomas Sankara Residence & APK Library
<b>Book Discussion: Mitigating Environmental Impact of Petroleum Lubricants</b> by <b>Prof. Mbohwa</b> , Faculty Of Engineering and Build Environment. The book reviews the basic tribology of lubricants as well as initiatives that may enhance the environmental and economic effectiveness of lubricating oils from the composition design perspective across industries.	Faculty Of Engineering and Build Environment

## NOVEMBER SEMINARS

SEMINAR	JOINT PARTNER
<b>Science Public Lecture: Uncovering the evolutionary history and historical biogeography of cycad</b> by <b>Dr Kowiyou Yessoufou</b>	Faculty of Science
<b>Book Launch: Public Budgeting in African Nations: Fiscal Analysis in Development Management</b> edited by <b>Professor Shikha Vyas-Doorgapersad and Peter Fuseini Haruna</b> .	College of Business and Economics / School of Public Management, Governance and Public Policy
<b>Opening of Makerspace:</b> Prof Saurabh Sinha, opened the Makerspace at the DFC Library. Makerspace is an international concept that allows students some space to think 3 dimensionally. Makerspaces are areas for makers to connect and share thoughts, ideas, and questions as well as collaborate with projects around specific topics of interest.	Faculty Of Engineering and Build Environment
<b>Book Discussion: Jurisprudence in an African Context</b> by <b>David Bilchitz (UJ), Thaddeus Metz (UJ) &amp; Oritsegbubemi Oyowe (UWC)</b> . The book is devoted to the philosophy of law that engages earnestly with African thought and the African context.	Faculty of Law / Faculty of Humanities
<b>Annual UJ Men's Event:</b> Celebrated the Movember Initiative. Guest Speakers were: Robin Banks (International Speaker on Mind Power), <b>Marah Louw</b> (Renowned SA Singer, actress and author) and <b>Sello Maake-ka-Ncube</b> (One of SA's most esteemed actors and founder of Men of South Africa Mass Organisation (MSAMO).	Advancement Division
<b>Public Lecture: Prof Michael Levitt, Nobel Prize winner in Chemistry 2013.</b>	Faculty of Science; Academy of Science of SA

## 6. RESOURCES MANAGEMENT AND SUSTAINABILITY

### 6.1 BUDGET

The budget allocated to the Library was fully spent. Several big items were purchased. These include new CSX security gates, additions to the biometric key cabinet and motorised doors for the APK Library. In 2017 the Library held meetings with the Procurement team to clarify processes and matters of concern.

**Table 14: Finance summary for 2017**

#### Annual Report 2017

	Budget	Expenditure	%
1 Human Resource	61,737,798	64,050,667	104%
2 Restricted Budget	909,763	1,044,080	115%
3 Operational Budget	7,210,135	7,249,589	101%
Sub Total (HR, Restricted & Operational)	69,857,695	72,344,335	104%
4 Information Budget	128,029,766	137,118,435	107%
<b>Total</b>	<b>197,887,461</b>	<b>209,462,770</b>	<b>106%</b>

#### Note on Point 1

##### Human Resources

The annual salary increase amount for 2017 budget centrally and was not transferred to the Faculties and Departments thus creating the over expenditure on the Human Resource / Personnel Remuneration category.

#### Note on Point 2

##### Restricted Budget

Foreign Exchange Losses realised during 2017 as a result of the weakening of the Rand against foreign currencies such as the US Dollar. Thus resulting in a over expenditure on Restricted Budget category.

#### Note on Point 3

##### Operational Budget

The over expenditure on the Operational Budget category can be attributed to VAT on Imported Services relating to the Information Resources purchased in foreign currencies. The increase in the actuals also relates to the weakening of the Rand against foreign currencies as this increased the VAT portion of the invoice amount paid.





## 7. LEADERSHIP

UJ Library is one of the leading academic libraries in the country in many areas. Many visitors continued to visit in order to benchmark against the Library in various areas. The Library staff also displayed special leadership and talent in various aspects. Details are listed below:

- The UJ Library is the first higher education library to implement the Wildcard (\*) SSL Certificate. This is a new technology within the WAM configuration.
- The UJ Library is one of the few university libraries countrywide that can boast plans to provide a fully-fledged disaster recovery system for their integrated Library Management System.
- Mr Molefi Nyofane, Faculty Librarian for the UJ College of Business and Economics, was chosen to join the Mandela Washington Fellowship for Young African Leaders.
- UJ Talk series is unique amongst South African libraries across the country.
- The Library Online Information Literacy module is one of the best in South African Higher Education Libraries and it is amongst the few that are accredited.
- The University of Johannesburg was requested to do a presentation on the development of its e-book collection as many suppliers noted that UJ purchases more e-books than any other library in South Africa. The UJ Library was represented by Janina van der Westhuizen.
- Claudia Reynolds is nationally recognised as one of the RDA specialists in South Africa. RDA is the new guide used by cataloguers to standardise the bibliographic records of information resources, ensuring that users are provided with bibliographic data of a high quality, in order to conduct their research in the most convenient way.
- The establishment of the Makerspace facility at the Doornfontein Campus puts the UJ Library amongst the leading libraries in the country and the world.
- Ms Nomoya Mahlangu's book, entitled No chains around my feet: Running as a metaphor for life, was published by Author-house (UK) in November 2017.

## 8. CONCLUSION AND WAY FORWARD

2017 is the year in which the UJ Library made great strides towards support of Online Teaching and Learning, and sharpened its information technology support in line with digital library trends. The Online Literacy Module, the continuous increase in electronic collections and the integration of technology to support library services are some of its achievements.

To continue supporting the University's Global Excellence and Stature programme, UJ Library will focus on the following strategic areas in 2018:

- Support University research projects through an enabling library environment and activities.
  - Develop the institutional repository to host media and research data.
  - Promote the use of the Library spaces and services to get return on investment.
  - Support blended online modules.
  - Establish multi- and cross-disciplinary conversation series.
  - Continue to implement relevant technology to enhance library services.
  - Promote collaborations and partnerships to share experiences.
  - Promote the Library through digital marketing.
  - Implement staff development programmes in line with the principles of the Fourth Industrial Revolution.
  - Prepare for the implementation of the medical school on DFC.
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